

**OFFICE OF ETHICS AND INTEGRITY
CONFLICT OF INTEREST CODE**

**APPENDIX A
DESIGNATED POSITIONS, DUTIES AND CATEGORIES**

<u>POSITION</u>	<u>DUTIES</u>	<u>CATEGORY</u>
Deputy Chief, Ethics and Integrity	Administration of the Office of Ethics and Integrity.	1
Assistant Deputy Chief, Ethics and Integrity	Assist Deputy Chief in administration of the Office of Ethics and Integrity.	1
Executive Director, Citizens' Review Board on Police Practices	Serves as Executive Director to the Citizens' Review Board on Police Practices.	1
Executive Director, Human Relations Commission	Provides policy guidance and Board support to the Human Relations Commission.	1
Diversity and Ethics Specialist	Provides strategic direction, consultation, training and education on diversity- and ethics- related issues in the workplace.	2
Ethics Audit and Compliance Specialist	Under general direction to supervise general accounting, audit, systems operations, and payment services.	2
Consultant	Performs consultant services for the Office of Ethics and Integrity. See Appendix B.	3

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**APPENDIX B
DISCLOSURE CATEGORIES**

CATEGORY 1:

- a. All reportable investments and business positions in any firm or business entity that supplies goods or services to the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- b. All reportable investments, business positions, and income from sources located in or doing business in the City of San Diego.
- c. All reportable interests in real property located in the City of San Diego, including property located within a two-mile radius of any property owned or used by the City.
- d. All reportable interests in real property owned or used by any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- e. All reportable income, including gifts, from any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.

CATEGORY 2:

Investments and business positions in business entities, and income, including gifts, loans and travel payments, from sources that provide ethics and/or diversity-related services of the type utilized by the City of San Diego.

CATEGORY 3: Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Deputy Chief or designated authority may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The

Deputy Chief's determination is a public record and shall be retained for inspection in the same manner and location as this Conflict of Interest Code.